



**Home, Opportunity, Planning, and Equity (HOPE)**  
***Executive Committee Meeting***  
**Approved Minutes**  
**June 11, 2025 from 4 pm to 5 pm**  
**Virtual Meeting**

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<b>Members Present:</b>	Dina Eldridge (Community Action Agency Director Designee); Rachel McEneny (County Administrator); Jessica Andrade (Philomath City Councilor); Chris Workman (Philomath City Manager);
<b>Excused:</b>	Nancy Wyse (Benton County Commissioner); Mark Shepard (Corvallis City Manager); Jim Moorefield (Corvallis City Councilor)
<b>Absent:</b>	None
<b>Staff Present:</b>	April Holland (Interim County Health Department Director); Rebecca Taylor (CHRO Program Manager, Benton County); Brigetta Olson (Housing and Neighborhood Services Manager, City of Corvallis); Paul Bilotta (Community Development Director, City of Corvallis); Julie Arena (Program Coordinator, Benton County)
<b>Community Members:</b>	None

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- I. Welcome and Introductions. Meeting overview.
- II. Public Comment: none.
- III. Approval of prior meeting minutes and other business.
  - a. Paul moves to approve April 9, 2025 Executive Committee meeting minutes, Jessica seconds. Approved.
  - b. Paul Bilotta serving as proxy for Mark Shepherd.
- IV. HOPE Board Bylaws Updates for Structure and Membership
  - a. Process to approve Bylaws: adoption of last HOPE Bylaws updates were recommended by HOPE Executive Committee for approval by the BOC. HOPE Exec Committee has representation from all member organizations to include all member organizations in the review and update of HOPE Bylaws and the recommendation to change them. Board of Commissioners will review and approve the HOPE bylaws changes as recommended by the HOPE Executive Committee. HOPE Exec Committee makes the recommendation for changes, the approval occurs at the Board of Commissioners. CHRO staff will bring forth those recommended changes at a Board of Commissioners meeting.
  - b. Discussion:
    - i. Mention of HB 4123 MOU in the beginning of HOPE Bylaws – was a promise to

participate in the implementation of the HB 4123 grant and creation of 5 year strategic plan with commitment to participate in advisory body. The HOPE Board was able to meet the HB 4123 requirements from state. Staff recommendation to remove HB 4123 MOU from HOPE Bylaws and instead HOPE membership is not tethered to HB 4123 MOU. Committee members agree.

- ii. City of Corvallis and Benton County IGA – staff recommendation to remove IGA reference in the bylaws. Any material proposed changes must be authorized by BOC following recommendation from HOPE Board. Paul recommends. Committee members agree.
- iii. Update language for adoption process citing only the Board of Commissioners (not referencing City of Corvallis, HB 4123 MOU, or IGA). Committee members agree.
- iv. Chartering jurisdictions on page 2: sit on HOPE and provide policy guidance to BOC. Delete “have direct direct policy and funding authority” from chartering jx part. HOPE doesn’t have authority over actions of chartering jurisdictions. Committee members agree.
- v. Add “provide staff support to the advisory board and work groups with backing for staff participation in appropriate work groups.”
- vi. Remove chartering jurisdictions references throughout – HOPE Members or member organizations going forward. Committee members agree.
- vii. Work groups – look at task force language from city – specific charge, goals, deliverables, define scope, questions, timeframe, members, define the topic. Responsibility of who picks the participants for work groups/task forces. Mayor and staff appoint on city side. Need process for membership recruitment and selection, creation of goals and scope.
  - 1. Process for creation: HOPE determines topics that need multi-jurisdictional work group, CHRO puts together staff report for scope etc. Add caveat – nothing in previous section limits CHRO staff from meeting with community partners.
- viii. Recruiting new members – process for formal addition of new members to HOPE? Membership to HOPE will be established based on type of organization, and the authority and role in their organization.
  - 1. City, county, quasi-governmental entity, community action agency, housing authority, health system, or other organization that serves as a funder or policy maker.
  - 2. Remove “tri-county” because we have language that says operate in Benton County.
- ix. Attendance and voting: votes will be taken when there is a formal recommendation

to the BOC, creation of workgroups, or other actions will be formalized with a vote.

- x. Bullets #5 and 6 – action in work groups is not just rubber stamped by HOPE, HOPE will have discussion to understand work group recommendation and accept the recommended best practices or process that the work group comes up with. Outline work groups authority within the scope of the goal.

- Remove “ratify” recommendations from work groups. (review, receive consider, incorporate, within the scope of the work group)
- Coordinate and support the operational work at their organization to implement the system improvements as accepted by the HOPE board.

- c. Next steps: timeframe – return in July for HOPE Exec meeting for final review and approval by HOPE. Then to BOC for approval.

- V. Coordinated Homeless Response Round Table Updates – none.

**Meeting Adjourned at 5:08pm**